



**CITY OF FAIRFAX
10455 ARMSTRONG STREET
FAIRFAX, VA 22030**

Dear Vendor,

The City of Fairfax Purchasing Office maintains a list of prospective vendors and bidders which is classified by commodity and/or service. You may be placed on that list by completing the enclosed application and Form W-9.

Please clearly mark any portion of the commodities that apply to your organization and return the completed application form to me.

Upon receipt of your completed application, your company will be added to the vendor listing and into the various commodity categories that you selected.

Please contact me if you have any questions.

Sincerely,

Katrina J. Cypress
Buyer
703-385-7875
Katrina.Cypress@fairfaxva.gov

NOTE: Please download and complete the W-9 form and submit with this application form.

**CITY OF FAIRFAX
10455 ARMSTRONG ST.
FAIRFAX, VA 22030**

BIDDERS APPLICATION FORM

VENDOR NAME

ADDRESS

TELEPHONE

FAX. NO.

TYPE OF ORGANIZATION:

☐ Individual ☐ Partnership ☐ Corporation

☐ Minority ☐ Small Business

PERSON TO CONTACT CONCERNING BIDS

Please review the classes of equipment, supplies, materials and services on the attached pages. Circle all commodity codes you are interested in supplying, fill in the above information and return to the attention of PURCHASING. Upon receipt of your application, if further breakdown of the selected classes is required you will be notified. From the information furnished, you will be entered as an active bidder with the City of Fairfax. Please note that to remain on the active bid list you must respond to bids you receive. If unable to bid, respond with a "NO BID" status.

APPLICANT'S SIGNATURE

PRINT OR TYPE APPLICANT'S NAME

DATE

FIN # _____ or S.S.# _____

COMMODITY CLASS LIST

CLASS

TITLE

SUPPLIES, EQUIPMENT, MATERIALS AND PARTS:

031	Air Conditioning, Heating & Ventilating Equipment & Parts
031-01	Air Conditioners, Wall or Window Mounted
045	Appliances, General
045-01	Refrigerators & Freezers
050	Art Equipment & Supplies, General
060	Automobile, Bus & Truck, Parts
060-01	Antifreeze
060-02	Glass, Door, Windshield, etc.
065	Automobile and Trucks, General
065-01	Trailers
065-02	Trucks, Heavy Duty
065-03	Police Vehicles
065-04	Motorcycles, Police
065-05	Buses, Commercial
075	Automotive Shop Equipment, Tools & Supplies
080	Badges & Other Identification Equipment & Supplies
135	Bricks & Other Clay Products
150	Building Materials, General
150-01	Master Clock Systems & Repairs
150-02	Building Sand
150-03	Doors, General
150-04	Garage Doors, Controls, etc.

SUPPLIES, EQUIPMENT, MATERIALS AND PARTS:

155	Buildings & Structures
155-01	Bus Shelters
200	Clothing & Accessories
200-01	Work Gloves
200-02	T-Shirts
200-03	Rainwear, Coats, Hats and Slicker Suits
200-04	Shoes & Boots, Safety
200-05	Uniforms, Purchase (Police & Fire)
200-06	Work Uniforms, Rental
200-07	Motorcycle Clothing, Boots, Leathergoods, etc.
205	Computer Equipment, Data Processing
205-01	Computers and Supplies
205-02	Cartridges & Ribbons
210	Concrete & Corrugated Metal, Pipe & Related Products
210-01	Concrete, Air Entrained
210-03	Meter Boxes & Concrete Pull Boxes
255	Decals & Stamps
280	Electrical Equipment & Supplies
280-01	Lamps, Fluorescent, Incand., Mercury and Quartz
287	Electronic Components, Replacement Parts & Accessories
295	Elevators, Building Type, Equipment & Parts
305	Engineering Equipment, Surveying, Drawing & Supplies
310	Envelopes, Plain or Printed
330	Fence, Materials

SUPPLIES, EQUIPMENT, MATERIALS AND PARTS:

340	Fire Protection Equipment & Supplies
340-01	Hose, Fire
340-02	Fire Hydrants
345	First Aid & Safety Equipment & Supplies
345-01	Medical Equipment & Supplies
345-02	Industrial Safety Equipment & Supplies
350	Flags, Flag Poles, Banners & Accessories
360	Floor Covering, Install, Removal & Supplies
365	Floor Maintenance Machines, Parts & Accessories
405	Oil, Grease & Lubricants
405-01	Diesel Fuel
405-02	Heating Fuel
405-03	Gasoline
420	Furniture, Non-Office
420-01	School Lockers
425	Furniture, Office
425-01	Cabinets, Metal Storage
426	Furniture Refurbishing
430	Gases: Hospital, Lab. & Welding & Equipment
433	Gas Lights, Maintenance & Repairs
445	Tools, Powered and Non-Powered
450	Hardware & Other Related Items
450-01	Batteries
450-02	Refuse Containers
485	Janitorial Supplies

SUPPLIES, EQUIPMENT, MATERIALS AND PARTS:

515	Lawn & Garden Equipment
530	Luggage, Brief Cases, etc.
540	Lumber, Plywood, Pressboard, Sheetrock, Siding, Shingles &Stakes
550	Traffic Control Devices, Barriers, Markers & Signs
550-01	Flares & Fuses
550-02	Parking Meters
550-03	Sign Materials
550-04	Traffic Signals & Related Equipment
560	Material Handling Equipment & Related Items
570	Metal and Steel
575	Microfilm & Microfilming Equipment & Supplies
578	Miscellaneous Products (Not Otherwise Itemized)
580	Musical Instruments & Supplies
595	Nursery Plants & Supplies
595-01	Trees
600	Office Machines, Equipment & Accessories
600-01	Copiers
600-02	Typewriters
615	Office Supplies
630	Paint, Equipment & Supplies
630-01	Traffic Paint
645	Paper, Office
645-01	Paper, Computer
650	Park, Recreation & Playground Equipment

SUPPLIES, EQUIPMENT, MATERIALS AND PARTS:

650-01	Bicycle Lockers
650-02	Sport & Recreational Surfacing
655	Photographic Equipment & Supplies
655-01	Photographic Film
665	Plastics, General
665-01	Bags & Liners, Garbage Can Liners
670	Plumbing Equipment, Fixtures & Supplies
680	Police Equipment & Supplies
680-01	Animal Warden Protection Supplies
680-02	Ammunition
680-03	Police Bicycles & Parts
680-05	Guns, Pistol, Rifles & Shotguns
700	Printing & Silk Screening
700-01	Printing, Continuous Form
720	Pumps & Pump Accessories
725	Radio, Telephone & Telecommunications Equipment & Accessories
725-01	Pagers
745	Road & Highway Building Materials
745-01	Asphalt, Furnish Only
745-02	Asphalt, Furnish & Lay Complete
745-03	Cement, Truckload Lots
745-04	Stone
745-05	Sand & Gravel
745-06	Salt, Road Maintenance
760	Road & Highway Equipment & Parts

SUPPLIES, EQUIPMENT, MATERIALS AND PARTS:

790	Seed, Sod, Soil & Straw
803	Sound Systems, Components & Accessories
830	Tanks, (Metal, Wood & Synthetic)
840	Audio Visual & Television Equipment & Accessories
840-01	Tapes, Recording, Video & Cassettes
840-02	Stage & Lighting Equipment
863	Tires & Tubes
870	Venetian Blinds, Awnings & Shades
885	Water Treatment Chemicals
885-01	Water Treatment Parts & Equipment
890	Water Supply & Sewage Treatment Equipment
890-01	Manhole Covers & Related Equipment
890-02	Meter Boxes & Valve Boxes
890-03	Water Meters
895	Welding Equipment & Supplies

SERVICES:

900	Miscellaneous Services
900-01	A.D.A.
900-02	Natural Gas Conversion
900-03	Car Wash
900-04	Utilities
900-05	Courier
900-06	Photographers
900-07	Restaurant, Catering and Food
900-08	Upholstering
902	Advertising & Promotional Products
902-01	Newspaper Advertising

SERVICES:

902-02	Public Relations Advertising
905	Aerial Surveying & Mapping
906	Architect & Engineer
906-01	Landscape Architecture
907	Bus Wash System
907-01	Bus/Taxi
907-02	Bus Shelter, Cleaning
908	Book Binding
909	Building, Construction
910	Building Maintenance & Repairs
910-01	Carpet Cleaning
910-02	Ceiling Tile, Cleaning
910-04	Elevator Inspection
910-05	Locksmith
910-06	Office Relocation
910-07	Security & Alarm Systems
910-08	Window Washing
910-09	Graffiti Removal
910-10	Asbestos Removal
910-11	Pest Control
912	Construction Contractors
912-02	Carpentry Contractors
912-04	Painting Contractors
912-05	Plumbing Contractors
912-06	Roofing Contractors
912-07	Electrical Contractors
912-08	Mechanical Engineering Contractors

SERVICES:

913	Road & Highway Construction
913-01	Paving, Grinding & Milling
913-02	Storm Sewer Construction
913-03	Road & Highway Repairs
913-04	Brick Pavers, Regrouting & Replacing
913-05	Curb, Gutter & Sidewalk Repairs
913-06	Catch Basins & Related Work
913-07	Handicap Ramps, Aggregate
915	Radio, Telephone & Telecommunications
915-01	Cellular Phone
915-02	Telephone
915-03	Internet & Intranet
916	Associations
918	Consultants
918-01	Management Consulting
918-02	Record Management
918-03	Transit/Transportation
920	Data Processing
920-01	Computer
926	Environmental
926-01	Hazardous Material
926-02	Hazardous Material Removal
926-03	Historial Preservation
926-04	Recycling
926-05	Residential Solid Waste Removal

SERVICES:

926-06	Solid Waste Disposal
939	Office Machines
946	Financial
946-01	Audit
946-02	Credit Cards
946-03	Credit Reference
946-04	Lease Purchase Financing
948	Health Related
950	Economic Development
950-01	Urban Planning
950-02	Property Management
952	Human Resources
953	Insurance Agencies & Companies
957	Entertainment
958	Escrow & Title
960	Film Processing
963	Fireworks, Furnish & Display
967	Ground Equipment Repairs
969	Grounds Maintenance
969-01	Cemetery Maintenance
969-02	Street Sweeping
969-03	Tree Removal
974	Landfill Services
978	Lawyers
981	Rental Equipment
981-01	Storage Space Rental
981-02	Toilets, Portable Rental

SERVICES:

983	Janitorial
986	Lodging
987	Mailing
998	Sale of Surplus
999-05	Recreational Building Use at Schools
999-06	Recreational Instructors
999-10	Risk Management
999-13	Seminars & Training
999-21	Testing, Water Treatment Plant
999-23	Towing
999-25	Travel
999-29	Water Tank Inspections
999-30	Water Tank Painting Contractors

NOTE: ADDITIONAL SPACE IS PROVIDED ON THE LAST PAGE FOR ANY COMMODITIES THAT YOU MAY NEED TO ADD.

NOTE: PRODUCT LINE SHEETS AND/OR CATALOGS CAN BE SUBMITTED WITH THIS APPLICATION.